Larchmont Village Property Owners Association
200 North Larchmont Boulevard
Los Angeles, California 90004-3703
Phone (626) 584-8007
Fax (626) 584-0961

October 23, 2012

Mr. Eugene Van Cise
Administrative Services
Office of the City Clerk, Room 224
200 North Spring Street
Los Angeles, CA 90012

Dear Mr. Van Cise:

Re: Activity and Budget Report for Third Quarter 2012

As required by Section 2 (B) of the Agreement between the City of Los Angeles and the Larchmont Village Property Owners Association, this submittal constitutes the Activity Report for the third quarter of Year XV (Fiscal Year 2012) of the Larchmont Village Business Improvement District.

The Larchmont Village property-based Business Improvement District (LVPBID), a two block long (1 single, uninterrupted block) corridor, is located within the heart of historic Larchmont Village, bounded on the north by Beverly Boulevard and on the south by First Street. Larchmont Village attracts thousands of tourists each year by its graceful, charming ambience, and also, with its broad range of retail destinations, serves the day-to-day shopping needs of the surrounding residential neighborhood.

The LVPBID was established by City Council ordinance on August 5, 1997. Its first year of operations (and fiscal year) commenced on January 1, 1998 with a Year 1 budget of $40,000 to accomplish the following activities, which addressed the priorities within the Management Plan. On October 2, 2002 the Larchmont Village Business Improvement district was renewed for a period of 10 years, January 1, 2003 to and including December 31, 2012. The first year's budget for the renewal period is $65,000 and the projected budget for 2012 is $83,000.

In broad terms, the purpose and focus of the LVPBID was to upgrade the exterior environment for shoppers, tourists, business owners and their employees. Specifically, this focus included maintaining, as budget allowed, the surface of the sidewalks with regular pressure cleaning; annual trimming of the ficus trees; and providing a sidewalk porter at least one day a week to keep the sidewalks and gutters free of litter. Security was added to this activity for the renewal of the BID.

2012 (3rd Quarter) Activities

Maintenance

Sidewalk Maintenance: The LVBID continued a contract throughout this quarter for monthly pressure cleaning of the east and west side of Larchmont Boulevard between 1st Street and Beverly Blvd. The vendor is Smart Wash, Inc. who is also responsible for pressure cleaning the lids on the sidewalk trash receptacles on the 2nd Tuesday of each month.

Sidewalk Porter: Clean Street was selected to provide both trash collection and porter services for Larchmont Blvd.

Maintenance Supplies: This is a new budget item that was included in Year III. Since using the Clean Street company there is no need for the BID to supply trash bags. The City has a service whereby they provide trash bags to various BID's and Larchmont has been using this service.

Independent Contractor Trash Collection: Clean Street was selected to provide both trash collection and porter services for Larchmont Blvd.

Tree Trimming: The LVBID assumed the responsibility of trimming the district's 45 mature ficus trees and 1 palm tree to ensure trimming was accomplished to the City's specifications, and to ensure aesthetic consistency. The trees are pruned in the last quarter of every other year and are scheduled to be pruned in the last quarter of this year.

Insurance

Directors and Officers insurance premiums are paid in the 2nd quarter of each year.

Adm./Mgt Services

Dolan & Knight Property Management, Inc. provides the day-to-day management of the BID and charges $700 per month.

Sidewalk Security

The merchants' association had been paying for a part time security guard who provided safety along the sidewalks. The BID agreed to help with the cost of the security guard, which was started with the holiday season, Christmas 2002. The total budget for this category is an annual of $24,000. The BID contributes $20,000. However, due to budgetary constraints this year the BID will only be able to contribute $15,000.

Contingency & Reserve

The BID carried forward a balance of $1,293.81 from 2011 that will be used in 2012.

The BID has been receiving an annual donation of $2,000.00 from the Dept. of Water & Power for holiday decorations. This money is passed on to the LBA due to the fact that they are the ones that provide the decorations.

Sincerely,

Erin M. Dolan
Manager

LARCHMONT VILLAGE PROPERTY OWNERS BUSINESS IMPROVEMENT DISTRICT

Larchmont Village
Property Owners Association

October 23, 2012
3rd Quarter 2012

In Q3, the Larchmont Village BID was renewed for 2013-2022. We distributed a release to this effect to local media and community organizations and received some good press. Working with Councilmember LaBonge, we are creating directional signage for the BID to put on Melrose and 3rd Streets. We are also creating a directory of businesses in the BID which will be positioned centrally on the Boulevard next to the Wilshire Rotary Clock. We continue to work closely with the BID Consortium and the Larchmont Boulevard Association to ensure we share best practices and coordinate all our outreach and efforts.

The financials for the 3rd Quarter 2012 are as follows:

BUDGET LINE ITEM	***ANNUAL BUDGET 2012***	***AMOUNT SPENT THIS QUARTER 7/01/12-9/30/12***	***AMOUNT SPENT YEAR TO DATE 1/01/12-9/30/12***	***PROJECTED SPENDING FOR NEXT QUARTER 10/01/12-12/31/12***
Security	$15,000.00	$5,000.00	$15,000.00	$0.00
Sidewalk and trash bin maintenance	$39,180.00	$9,795.00	$29,385.00	$9,795.00
Tree Pruning	$0.00	$0.00	$0.00	$0.00
Sidewalk repairs	$0.00	$0.00	$0.00	$0.00
Adm/Operating expenses	$19,129.00	$7,800.00	$20,375.48	$2,100.00
Contingency / Reserves	$2,200.00	$0.00	$0.00	$0.00
TOTAL	$75,509.00	$22,595.00	$64,760.48	$11,895.00